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# PROGRAMME BUDGET FOR THE BIENNIUM 1992-1993

## Second performance report

## Report of the Secretary-General

## Addendum

## SECTION 41D. OFFICE OF GENERAL SERVICES

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Table 41D.1

Summary of projected expenditure for the biennium 1992-1993 by section, main object of expenditure and by main determining factor

(Thousands of United States dollars)

| | *Revised 1992-1993 appropriation* | *Projected changes* | | | | | *Proposed 1992-1993 final appropriation* |
|---|---|---|---|---|---|---|---|
| | | *Rates of exchange* | *Inflation* | *Decisions of policy-making organs* | *Other changes* | *Total* | |
| Posts | 54 805.4 | - | (13.5) | - | (916.0) | (929.5) | 53 875.9 |
| Other staff costs | 4 185.5 | - | (12.1) | - | 1 444.0 | 1 431.9 | 5 617.4 |
| Travel | 167.1 | - | (0.3) | - | 25.7 | 25.4 | 192.5 |
| Contractual services | 4 508.3 | - | 60.5 | - | 1 163.9 | 1 224.4 | 5 732.7 |
| General operating expenses | 80 176.2 | - | (190.1) | - | (531.5) | (721.6) | 79 454.6 |
| Supplies | 3 367.8 | - | (13.6) | - | (411.8) | (425.4) | 2 942.4 |
| Equipment | 3 236.5 | - | (15.3) | - | 113.8 | 98.5 | 3 335.0 |
| Total | 150 446.8 | - | (184.4) | - | 888.1 | 703.7 | 151 150.5 |

Extrabudgetary resources:

| | |
|---|---|
| Previously estimated expenditures: | $12 627.7 |
| Revised estimated expenditures: | $12 840.7 |

41D.1 Explanations regarding the changes in respect of inflation may be found in part I of the present report and are not repeated here. Changes amounting to an increase of $888,100 under the "Other changes" column are explained below.

A. Posts (Decrease: $916,000)

41D.2 A decrease of $916,000 is projected under this heading consisting of savings under salaries ($14,900) and common staff costs ($901,100). Decreases under common staff costs relate primarily to lesser entitlements of staff of the Office than those assumed in the standards.

B. Other staff costs (Increase: $1,444,000)

41D.3 The increase of $1,444,000 under "Other staff costs" relates to additional requirements under general temporary assistance ($426,500), overtime ($901,100) and institutional/personal services contracts ($116,400).

41D.4 Additional requirements under general temporary assistance relate mainly to the need to tighten security measures at the Headquarters complex in view of threats of terrorism ($325,000) and to the extraordinary amount of relocation and reconfiguration work required on several floors of the Secretariat and the Alcoa Building as a result of the restructuring of the Secretariat ($100,700).

41D.5 The projected requirements under overtime, reflecting an increase of $901,100, relate to security coverage required for the servicing of meetings, including extensive informal consultations of the Security Council ($697,500); increased requirements arising from construction work required as a result of relocation and reconfiguration of offices ($109,300); and, to a lesser extent, increased workload in other areas of the Office as a whole ($94,300), in particular those areas relating to procurement and transportation activities.

41D.6 Owing to the need to provide for additional data entry services, additional requirements amounting to $116,400 are projected under institutional services contracts.

C. Travel (Increase: $25,700)

41D.7 The additional requirements of $25,700 under this heading relate to travel, for which no provisions have been made in 1992-1993, undertaken by the Security Officers and communications staff in order to provide security coverage and cryptographic support during the travel of the Secretary-General.

D. Contractual services (Increase: $1,163,900)

41D.8 The increase of $1,163,900 under this heading relates to additional requirements under external printing ($272,800) and conference engineering ($962,300) partly offset by reduced requirements, amounting to $71,200, under data-processing services.

41D.9 The increase under external printing arises as a result of the increasing number of travel documents required for staff assigned to various peace-keeping missions. Increased requirements under contractual conference engineering result from the incorrect assumption, made during the preparation of the programme budget for the 1992-1993 biennium, that an improved political situation would bring the level of the meetings serviced to that of 1988-1989. Contrary to that expectation, not only did meeting activities not revert to the 1988-1989 level, but rather continued to increase. Under data-processing services, the savings anticipated relate to the deferral of the acquisition of several database softwares.

E. General operating expenses (Decrease: $531,500)

41D.10 Under general operating expenses, the net reduction of $531,500 projected consists of savings under utilities ($642,400), rental and maintenance of equipment ($318,500) and official functions ($2,700), partly offset by additional requirements of $396,700 under rental and maintenance of premises and of $35,400 under rental and maintenance of furniture and equipment.

41D.11 Increases totalling $396,700 under rental and maintenance of premises result from the reconfiguration and relocation of offices as well as the need to enter into outside maintenance contracts for additional rented office space at the Alcoa Building, including moving services.

41D.12 Under utilities, in particular under electricity, the savings of $642,400 results from favourable weather conditions, whereby the cooler summers in 1992 and in 1993 reduced demands on the air-conditioning system.

41D.13 The additional requirements in the amount of $35,400 under rental and maintenance of equipment relate mostly to increases under maintenance contracts for office automation equipment.

41D.14 The greater use of facsimile machines and other communications links between Headquarters and overseas offices resulted in a decrease of $1,022,600 under postage and pouches. These savings are partly offset by increases under cables, additional requirements arising from the upgrade of leased circuits to higher speeds and payments relating to obligations raised during 1990-1991, which had lapsed in December 1992 ($704,100). The net savings projected is thus $318,500.

F. Supplies (Decrease: $411,800)

41D.15 Based on the level of consumption experienced during the 1992-1993 biennium and owing to more favourable terms of purchase for standard office supplies, a reduction of $411,800 is projected.

G. Furniture and equipment (Increase: $113,800)

41D.16 A net increase of $113,800 is projected under acquisition of office furniture and equipment. The increase consists of additional requirements for furniture and fixtures ($394,600) and security and safety equipment ($8,700), partly offset by savings of $289,500 under other equipment. The increase of $394,600 under furniture and fixtures results from unbudgeted requirements for the restructured offices. Additional requirements under security and safety equipment are based on the actual number of pieces of equipment which needed to be replaced during the current biennium. On the other hand, the savings under other equipment results from the following: (a) the decline in the number of dictaphone machines which needed to be purchased; (b) reduced requirements for

building maintenance equipment arising from the streamlining of in-house maintenance by using outside contractors instead of providing it in-house; and (c) savings under conference servicing, reproduction and communications equipment based on actual requirements during 1992-1993.

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